



# Windlesham Parish Council

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23rd July 2020

To: The Members of the Windlesham Parish Council

You are hereby summoned to attend a virtual meeting of the Windlesham Parish Council to be held on **Tuesday 28<sup>th</sup> July 2020 at 7.30pm** to act upon the undermentioned business.

If you are unable to attend the meeting please send your written apologies.

Sarah Walker  
Clerk to the Council

## MEETING INFORMATION

This meeting is permitted under the Local Authorities (Coronavirus) Regulations 2020 which enables local council meetings to be held by remote attendance.

Members of the public are invited to submit any questions they wish to put to Council by email to [clerk@windleshampc.gov.uk](mailto:clerk@windleshampc.gov.uk) by 12 noon on Tuesday 28<sup>th</sup> July 2020. These questions will be read out by the Clerk during the public question time agenda item. Feedback will be sent by return email.

Interested members of the press or public can watch the meeting via a live stream on our Facebook page. [www.facebook.com/windleshamparish.council](http://www.facebook.com/windleshamparish.council)

## AGENDA

1. **Apologies for absence** and to consider whether to approve reasons given.
2. **Declarations of Interest:** Members to declare any interest, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any requests from members for dispensations that accord with the Localism Act 2011 S33(b-e).
3. **Public Question Time:** The Clerk will read out any questions that have been received from the public in advance of the meeting.
4. **Exclusion of the Press and Public.** To agree any items to be dealt with after the public, including the press, have been excluded under S1(2) of the Public Bodies (Admission to Meetings) Act 1960.
5. **Council Minutes** - To approve as a correct record, the open minutes of the previous meeting held on 30<sup>th</sup> June 2020
6. **Committee and Sub-Committee Minutes** To confirm and sign the open minutes of the recent committee meetings and to adopt the recommendations and agreements contained therein:
  - a) Planning Committee – 7<sup>th</sup> July 2020, 15<sup>th</sup> July 2020 and 21<sup>st</sup> July 2020
  - b) Civic Amenities and Recreation Committee - 7<sup>th</sup> July 2020

c) Personnel Committee – 15<sup>th</sup> July 2020

*ALL RATIFIED MINUTES WILL BE PHYSICALLY SIGNED AT A LATER DATE*

**7. To receive written reports from:**

- a. Surrey County Council
- b. Surrey Heath Borough Council

**8. Finance:**

- a) Accounts for payment

**9. Outside Organisations** - To receive any reports from representatives on outside organisations

**10. Community Pride Grants**

**11. Clerks update**

**12. Review and adoption of Standing Orders and Financial Regulations** – to agree documents following review from Cllrs Gordon and Willgoss.

**13. Review of Council policies** – to agree Council’s policies following review from Cllrs Manley and Galliford.

**14. Motion from Councillor Malcaus Cooper to formalise the Lightwater Pavilion working party into a formal committee and to agree regularity of meetings**

**15. Update from Lightwater Pavilion working party**

**16. Update re: hiring of Bagshot Square**

**17. New Model Code of Conduct Consultation** – to discuss if Council wish to make a collective response to the consultation

**18. To discuss office working arrangements in relation to Covid-19**

**19. Memorials and Inscriptions**

**20. Exclusion of the press and public** - To exclude members of the public, including the press, for consideration of items excluded under S1(2) of the Public Bodies (Admission to Meetings) Act 1960. **AT THIS POINT THE LIVE STREAM OF THE MEETING TO FACEBOOK WILL BE STOPPED**

**Exempt Business**

**21. Council minutes** - To approve as a correct record, the exempt minutes of the previous meeting held on 30<sup>th</sup> June 2020

**22. Committee and Sub-Committee Minutes:** To approve as a correct record, the exempt minutes of the recent committee and sub-committee meetings and to adopt the recommendations and agreements contained therein:

- a) Personnel Committee – 15<sup>th</sup> July 2020

**23. Windlesham Cemetery Maintenance Contract**

**24. Hook Mill Lane update**



